



Board of Selectmen Meeting

Monday, October 28, 2019 7:00 PM
36 Bartlet Street, Andover, MA 01810
Selectmen's Conference Room

Revised
RECEIVED
TOWN CLERK'S OFFICE
2019 OCT 24 P 3:06

TOWN OF ANDOVER, MASS

- I. Call to Order – 7:00 P.M.
- II. Opening Ceremonies
 - A. Moment of Silence/Pledge of Allegiance
- III. Communications/Announcements/Liaison Reports
- IV. Citizens Petitions and Presentations
- V. Regular Business of the Board
 - A. Andover Fire Rescue Ambulance Fees – (10 minutes)
Board to discuss and consider voting to approve new Andover Fire Rescue ambulance fees.
 - B. Naming of the Senior Center – (10 minutes)
Board to discuss and consider voting to approve a request by the Town Manager to name the Senior Center after Donald W. Robb and Victoria S. Robb to be known as "The Robb Center."
 - C. Purple Heart Community Proclamation – (5 minutes)
Board to discuss and consider voting to proclaim Andover, Massachusetts a Purple Heart Community and to recognize August 7th annually as Purple Heart Day.
 - D. Disposition of Town Yard Land – (20 minutes)
Board to discuss and consider voting to endorse that a sale of 11 Lewis Street (i.e., the "Town Yard") be the method of disposition subject to Town Meeting authorization.
 - E. Useful Life Vote – (10 minutes)
Board to discuss and consider voting to set the useful lives of certain equipment (and thus the maximum borrowing period) at 10 years.
- VI. Consent Agenda
 - A. Appointments by the Select Board
Board to approve the annual appointment and re-appointment of Election Officers pursuant to MGL Chapter 54, Section 12, as printed in the consent agenda and as recommended by the Town Clerk:

Department	Name	Position	Rate/Term	Date of Hire
Town Clerk's Office	William Profenna	Pollworker	\$9.25/hour	10/29/19

B. Appointments by the Town Manager

Board to vote that the following appointments by the Town Manager be approved:

Department	Name	Position	Rate/Term	Date of Hire
Board of Health	Deborah Enegeess (Carolyn Dymond)	Member	Term Expires 6/30/2022	10/28/2019
Greater Lawrence Sanitary District	Christopher Cronin	Member	Three years	10/28/2019
2020 Census Complete Count Committee	Austin Simko	Member	Term expires 6/30/2020	10/28/2019
2020 Census Complete Count Committee	Brian Major	Member	Term expires 6/30/2020	10/28/2019
2020 Census Complete Count Committee	Tana Goldberg	Member	Term expires 6/30/2020	10/28/2019
2020 Census Complete Count Committee	Barbara McNamara	Member	Term expires 6/30/2020	10/28/2019
2020 Census Complete Count Committee	Nicole Kieser	Member	Term expires 6/30/2020	10/28/2019
2020 Census Complete Count Committee	Ann Ormond	Member	Term expires 6/30/2020	10/28/2019
2020 Census Complete Count Committee	Rebecca Backman	Member	Term expires 6/30/2020	10/28/2019
2020 Census Complete Count Committee	Dana Walsh	Member	Term expires 6/30/2020	10/28/2019
2020 Census Complete Count Committee	David Golden	Member	Term expires 6/30/2020	10/28/2019
2020 Census Complete Count Committee	Anthony DiCenso	Member	Term expires 6/30/2020	10/28/2019
2020 Census Complete Count Committee	Yican Cao	Member	Term expires 6/30/2020	10/28/2019
2020 Census Complete Count Committee	Champa Bilwakesh	Member	Term expires 6/30/2020	10/28/2019
Fire Rescue	Christopher Carbone (Benjamin Perkins)	Firefighter	\$62,977.15/yr	11/3/2019
Fire Rescue	Mathew Companeschi (Christopher LaVerde)	Firefighter	\$58,977.15/yr	11/3/2019
Fire Rescue	Adam Cole (Joseph Cahill)	Firefighter	\$58,977.15/yr	12/1/2019
Facilities	Abimael Pizoni (Joseph Sgrosso)	Carpenter	\$62,523.00/yr	11/11/2019
Facilities	Joshua Welch (Leo Lynch)	Inventory Assistant / Driver	\$56,005.38/yr	11/04/2019
Community Services – Recreation	Bianca Arsenault	Kid Care	\$17.25/hour	10/28/2019
Community Services – Recreation	Kathleen Newcomb	Kid Care	\$15.75/hour	10/28/2019

Community Services – Recreation	Talah Alamleh	Kid Care	\$12.75/hour	10/28/2019
Community Services – Recreation	Ava Trapp	Kid Care	\$12.00/hour	10/28/2019
Community Services – Recreation	Anna MacDonald	Kid Care	\$12.00/hour	10/28/2019

VII. Approval of Minutes

A. Board to approve minutes from the following meeting:

1. September 10, 2019

VIII. Executive Session

A. Board to vote to go into Executive Session for confidential communication with Town Counsel pursuant to Purpose 6 of Massachusetts General Laws, Chapter 30, Section 21(a), to discuss the purchase, exchange, lease or value of real property and that the Chair declare that an open session may have a detrimental effect on the negotiating position of the Town and not to return to open session.

IX. Adjourn

If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact Kathryn Forina in the Town Manager's Office at 978-623-8215 or by email at kathryn.forina@andoverma.us

MEETINGS ARE TELEVISED ON
COMCAST CHANNEL 22 AND VERIZON CHANNEL 45



Andover Fire Rescue

Michael B. Mansfield
Fire Chief

FIRE HEADQUARTERS
32 North Main Street • Andover, Massachusetts 01810-3513
Tel: (978) 475-1281 • Fax: (978) 475-6654

October 1, 2019

Mr. Andrew P. Flanagan, Town Manager
Town of Andover
36 Bartlet Street
Andover, Massachusetts 01810

Dear Andrew,

I am requesting to be placed on a future agenda of the Selectboard to discuss and consider a possible increase in the Andover Fire Rescue ambulance fees that are currently in place.

Currently, forty one (41) percent of our ambulance patient transports are reimbursed to the Town from either Medicare or Mass Health. These reimbursement fees are capped at a flat fee of \$350.00 per patient transport which has a negative impact on the amount of ambulance revenue generated on an annual basis. Since 2015, the reimbursement rate for these patients has only increased a total of 3.81% which has not kept pace with the increases in our cost of providing quality pre-hospital healthcare services.

In addition, Andover Fire Rescue has not sought a rate increase since 2012. As you know, the revenue generated by these fees is a direct offset to the Andover Fire Rescue budget and I am currently attempting to maintain a fee structure that continues to support the expenditures required to maintain our excellent Basic Life Support (BLS) infrastructure.

Attached, is an analysis of how rates from other services surrounding the Town of Andover compare to ours.

If you have any further question or comments related to this matter, feel free to contact me at your convenience.

Sincerely,

Michael B. Mansfield
Fire Chief

Attachment

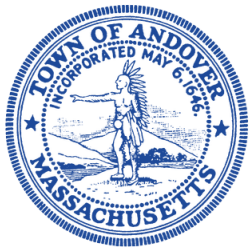
AMBULANCE RATES

		ANDOVER	
	Description	Current Rates	Recommended
A0429	BLS Base Rate	\$1,074.00	\$1,343.93
A0427	ALS1 Base Rate	\$1,276.00	\$1,595.90
A0433	ALS2 Base Rate	\$1,846.00	\$2,309.86
A0428	BLS Non Emergency Base Rate	\$671.00	\$839.97
A0426	ALS Non Emergency Base Rate	\$806.00	\$1,007.93
A0434	Specialty Care Transport	\$1,610.00	\$2,729.83

A0425	Mileage	\$24.00	\$30.00
93000	Cardiac Monitoring	\$271.00	\$338.75
A0394	IV Therapy	\$193.00	\$241.25
A0396	Airway	\$220.00	\$275.00
A0422	Oxygen	\$90.00	\$112.50
A0999	Mast	\$138.00	\$172.50
A0998	Treatment no Transport	\$120.00	\$150.00

Description		Andover	North Andover	Ayer	Devens	Bedford	North Reading	Littleton	Tewksbury
A0429	BLS Base Rate	\$1,074.00	\$965.53	\$1,015.50	\$1,169.00	\$1,300.02	\$1,352.00	\$1,375.00	\$1,477.81
A0427	ALS1 Base Rate	\$1,276.00	\$955.48	\$1,205.90	\$1,389.00	\$1,619.45	\$2,197.00	\$1,865.00	\$1,754.87
A0433	ALS2 Base Rate	\$1,846.00	\$1,382.92	\$1,745.40	\$2,009.00	\$2,472.94	\$3,323.00	\$2,365.00	\$2,539.95
A0428	BLS Non Emergency Base Rate	\$671.00							
A0426	ALS Non Emergency Base Rate	\$806.00							
A0434	Specialty Care Transport	\$1,610.00	\$1,634.36	\$2,062.75					

A0425	Mileage	\$24.00	\$32.73	\$33.75	\$21.00	\$29.90	\$38.00	\$31.00	\$26.43
93000	Cardiac Monitoring	\$271.00	\$362.35		\$258.00				
A0394	IV Therapy	\$193.00	\$258.77		\$258.00				
A0396	Airway	\$220.00	\$293.34	\$175.00	\$209.00				
A0422	Oxygen	\$90.00	\$120.77	\$75.00	\$86.00				
A0999	Mast	\$138.00							
A0998	Treatment no Transport	\$120.00							
	DEFIB		\$258.77		\$184.00				
	Extra EMT (Paramedic Intercept)				\$120.00				
	ALS Intercept						\$275.00		
	Non-Covered Mileage						\$30.00		



Andrew P. Flanagan
Town Manager

TOWN OF ANDOVER

Town Manager's Office
36 Bartlet Street
Andover, MA 01810
(978) 623-8215
www.andoverma.gov

Date: October 23, 2018

To: Chairwoman Laura Gregory & Members of the Select Board

From: Andrew P. Flanagan, Town Manager

Re: Facility Naming Proposal – Senior Center

In accordance with Section XII.11 of the Board of Selectmen Policies, I am writing to formally request that the Andover Senior Center be named for Donald W. and Victoria S. Robb – to be known as “The Robb Center.”

Don Robb and his wife Vicki dedicated their five decades as Andover residents to public service. Vicki Robb passed away in November of 2018 and Don passed away in October of 2019.

Don Robb’s legacy will surpass his years of service to his community. The boards and committees he served on looked to Don as a compass during deliberations, and there was never a doubt about Don’s intentions: to improve the quality of life of Andover residents and to bring positive change to benefit the community. Don served on the School Committee and Finance Committee, he was currently serving as a Trustee of the Spring Grove Cemetery, as Chairman of the Elder Services Task Force, and as a member of the Revenue and Expenditure Task Force. Don was also very active in Andover’s Center for History and Culture, which honored him in 2017 at their annual Be Giving event for his work on advancing the Historic Mill District. Don was well known as Andover’s de-facto “Town Historian”.

While Don’s service to Andover may be unmatched, perhaps his most profound service to the town was his work to expand and renovate the senior center. Don steadfastly worked to ensure that the 2019 Town Meeting approved funding for the renovation and expansion of the senior center – work that began nearly a decade earlier. Through Don’s stewardship, the Wood Family Foundation generously donated funds to support this project which will provide the space to expand the capacity of our multi-generational programming in Andover.

As the Chairman of the Elder Services Task Force, Don was a champion of the Senior Tax Exemption Program which was approved by Town Meeting and enabled by Special Legislation in summer of 2018. The program which went into effect on July 1, 2019 will directly benefit over 150 Andover seniors and provide them with the opportunity to remain in their homes. Don was a tireless advocate of Andover seniors and could often be found in attendance at Board and Committee meetings promoting the interests of the senior community.

Alongside Don throughout all of his tireless work on behalf of Andover was his wife Vicki. Together they raised six children in Andover. Vicki worked for several years as a manager at Pomp’s Pond where her lifeguards received a Red Cross citation from President Ronald Reagan for their successful rescue of a drowning swimmer. Together, Don and Vicki were a force in our community.

Don’s legacy should be one of building a stronger community for the people of Andover. A community that treasures its past and embraces its future. The renovated and expanded senior center will represent those values and with the Board’s approval will appropriately be named after two people that represented the same. As an expert on Shawsheen Village, Don would often remark about William Wood’s desire to build an inclusive, one of a kind community that brought people together for not just for housing, but for the purposes of education,

recreation and commerce. With the Board's approval the Robb Center will be a place that does the same and it is in this spirit that I respectfully request that the Board approve the proposal to proceed with naming the renovated and expanded senior center after Donald W. and Victoria S. Robb.

Thank you for your consideration.

PURPLE HEART COMMUNITY

WHEREAS, the people of the Town of Andover have great admiration and the utmost gratitude for all the men and women who have selflessly served their Country and this Community in the Armed Forces for the good of all; and

WHEREAS, contributions and sacrifices of the men and women from Andover who served in harm's way in the Armed Forces have been vital in maintaining the freedom and the way of life enjoyed by our citizens; and

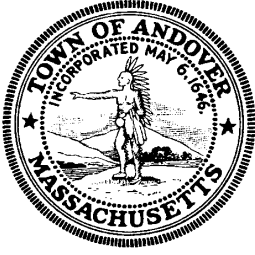
WHEREAS, citizens of our Community have been Killed in Action while serving in the Armed Forces and have been posthumously awarded the Purple Heart for their ultimate sacrifice; and

WHEREAS, the Purple Heart is the oldest American military decoration in present use and was created as the Badge of Military Merit on August 7, 1782 in Newburgh, New York by General George Washington. Initially it was made of purple cloth, shaped as a heart with the word "Merit" sewn upon it; and

WHEREAS, the heritage it represents is sacred to those who know the price paid to wear the Purple Heart; and

WHEREAS, August 7th is nationally recognized as Purple Heart Appreciation Day; and

NOW THEREFORE BE IT RESOLVED: That the Board of Selectmen for the Town of Andover, hereby proclaim Andover, Massachusetts a Purple Heart Community, honoring the service and sacrifice of our Nation's men and women in uniform that were wounded or killed by the enemy while serving to protect the freedoms enjoyed by all Americans. The Town of Andover will recognize August 7th annually as Purple Heart Day, and urge the people and organizations of Andover to display the American Flag as well as other public expressions of recognition of our Purple Heart recipients.



Memorandum

To: Members of the Select Board

From: Andrew P. Flanagan
Town Manager

Date: October 24, 2019

Re: Method of Disposition of the Old Town Yard

I. Introduction

I am pleased to provide the Select Board with an update on the community's efforts to dispose of the Old Town Yard and revitalize the Historic Mill District. In particular, this memorandum provides my recommendation that the Town sell, and not lease, the Old Town Yard.

As this Board knows, the Old Town Yard is a key component of the Historic Mill District (HMD) and is the lynchpin to a reimagined HMD. This is not the first time that Andover has sought to reinvent the HMD. During the Industrial Revolution, the HMD was transformed into a vibrant community gathering place with businesses, recreational opportunities, schools, homes, families, churches, and access to the river. Our ultimate goal is to use the Old Town Yard, which we control, to catalyze another transformation of the HMD for the 21st Century.

In the summer of 2019, the Department of Public Works transferred its operations from the Old Town Yard to the new Municipal Services Facility on Campanelli Drive, leaving vacant this 3-acre town-owned property located in the heart of the HMD adjacent to the commuter rail station. Andover now has the chance to transform a tired and inefficient industrial use into a vibrant, vital, and multi-faceted community space for living, working, shopping, dining, and playing.

Described below are (1) the deliberative process used to arrive at this recommendation, (2) the basis for the recommendation, and (3) the immediate next steps to be undertaken by the community.

II. Deliberative Process

Since the Historic Mill Overlay District was adopted by Town Meeting in 2015, the community has embarked on a long-term, multi-faceted study of the various dimensions involved in redeveloping the Old Town Yard and maximizing the value of the HMD.

In 2017 and 2018, the community shaped new design guidelines to ensure that future development strengthens the town's character. The design guidelines, which were adopted by the Planning Board, establish design standards unique to the HMD's three corridors: the Road (i.e., North Main Street), the River (i.e., the Shawsheen River), and the Rail (i.e., the Railroad Avenue area).

In the fall of 2018, the community identified ways to improve traffic and circulation within the HMD. DCi, the Town's traffic consultant, has prepared detailed plans, including alternatives for addressing challenges, to remedy the Pearson Street intersection and various other congestion points proximate to the Old Town Yard and within the HMD generally.

In 2019, the community explored place-making opportunities to bring residents, families, and commuters together in the HMD. Gamble Associates prepared a strategic place-making plan, outlining specific ways that new development and redevelopment can promote community-gathering.

Since the summer of 2018, the Historic Mill District Task Force has facilitated a public process to draft a Request for Proposals (RFP), a document that will articulate for potential developers what the community expects Old Town Yard development proposals to address. This RFP will provide the community with confidence that disposition of the land will promote Andover's interests and objectives. The RFP will also provide the Select Board with a transparent, thoughtful, inclusive, and principled framework through which to ultimately dispose of the land. Acting as a consolidated guidance document, the RFP will incorporate the zoning requirements, design guidelines, traffic and circulation recommendations, and strategic place-making plan.¹

The RFP is in the final stages of drafting and will be ready for review in the coming weeks.

Another significant aspect of the Old Town Yard redevelopment is the MBTA-owned, 150-space commuter rail parking lot located along Railroad Avenue across from the Old Town Yard. The Town has thoughtfully and energetically engaged the MBTA leadership to determine whether the MBTA parking lot can and should be offered for disposition in parallel with the Town's offering of the Old Town Yard. The MBTA's response is

¹ The RFP will also incorporate the findings of an HMD sewer and water master plan by Woodard & Curran, an Old Town Yard environmental review by Green Environmental, and an Old Town Yard hazardous materials study by Green Environmental.

disappointing but clear: The MBTA will not offer its parking lot for redevelopment until the Town has first selected a developer and proposal for redevelopment of the Old Town Yard. Therefore, while the Town welcomes complementary and context-sensitive redevelopment of the MBTA parking lot either during or after redevelopment of the Town Yard site, development of the MBTA parking lot is not within the scope of the RFP.

At this point, for the community planning process to continue, the Town must determine how to dispose of the Old Town Yard. In weighing whether to sell or lease the Old Town Yard, and in preparing this recommendation, we consulted the following individuals and groups:

- At the July 15th, 2019 Tri-Board meeting, the Select Board, Planning Board, and HMD Task Force posed thoughtful questions and comments on the topic
- Stantec, the Town's consultant advising this disposition
- Town Counsel
- The Purchasing Agent
- The Town's insurers
- The Planning Division
- The Town Assessor
- The Town's land appraiser
- Local real estate attorneys
- Local civil engineers
- Department of Labor and Workforce Development written opinions
- The Department of Labor Standards General Counsel
- Members of the development community
- Several residents intimately familiar with the disposition process

III. Basis for Recommendation

The Town's interests are best served by the sale, and not the lease, of the Old Town Yard. This conclusion is the strong consensus of the multiple sources consulted (see above).

In weighing the multiple dimensions of this disposition method question, we were not blind to the obvious and significant benefits of leasing the Old Town Yard. In particular, we recognize the value of retaining control over this land located in the center of our community and along the commuter rail line. Under a lease scenario, the Town would have maximum control during the lease term and the theoretical opportunity to again control this land's redevelopment decades in the future.

However, based on several factors relating to the community's planning objectives, the disposition price, the Town's legal liabilities, and the financing developers will seek to redevelop this land, we strongly believe that the benefits of leasing are dwarfed by the detriments of leasing.

The following factors, in totality, render sale of the land the more attractive method of disposition:

1. Acquisition of Privately-Held Abutting Properties: Because the Old Town Yard is irregularly shaped, a developer will likely seek to acquire privately-held abutting properties along Buxton Court, Pearson Street, Railroad Street, North Main Street, etc. These acquisitions would “round out” the development area and likely allow the developer to more fully achieve the community’s planning objectives as described in the RFP.

Under a lease scenario, a developer may find it difficult to justify investing to acquire these abutting properties if the Old Town Yard – the development’s anchor and center of gravity – is merely leased and not owned. On the other hand, if the developer can own the Old Town Yard parcels, the developer may be more likely to invest in ownership of abutting properties. Also, even if a developer were to buy the abutting properties in spite of only leasing the Old Town Yard parcels, a developer would likely not place buildings that sit on both the owned and leased parcels, for doing so would expose those buildings to an uncertain future at the expiration of the Old Town Yard lease term. Therefore, a lease arrangement would likely limit the degree to which the acquisition of abutting properties could maximize the development as a whole.

2. Condominium Development: Under a lease scenario, condominium developers would be unlikely to bid on the Old Town Yard. When housing is built on leased land, owned housing units like condominiums, as opposed to apartments, are difficult to finance for both the developer and the home buyers. In year 80 of a 99-year ground lease, a prospective condominium buyer would have difficulty obtaining financing for a condo unit.

Of the 739 persons who have taken the public opinion survey, 95% want the housing built in the Old Town Yard to include, or be exclusively limited to, condominiums. Given that the RFP has not been issued, let alone responded to, we cannot predict to what extent condominiums will be part of the proposals. However, given that the community emphatically wishes to see condominiums as part of the new housing, sale of the land is preferable.

3. Lower Disposition Price: According to Stantec, the consultant retained by the Town to advise on matters relating to this disposition, the amount of revenue generated by the disposition depends on the method of disposition. That is, the Town can expect approximately 30% less revenue under a lease scenario compared to the revenue under a sale scenario.

With regard to continuing, post-disposition tax revenue generated by the new development, the Town Assessor has advised that the Town will receive approximately the same amount of tax revenue regardless of whether the Old Town Yard is leased or sold. This conclusion is based on the fact that buildings/improvements to the land would be taxed the same regardless of whether the underlying land is owned by or leased to a developer, and the fact that a lessee developer's lease payments would be adjusted upward to compensate the Town for lost real estate tax revenue.

4. Reduced Number of Developer Responses: Consistent with the factors outlined in this memorandum, the development community strongly prefers to develop the Old Town Yard under a sale arrangement. This preference was emphasized by Stantec, individual developers consulted in recent months, and by the Town's informal request for information conference held in 2016, where more than 80 developers expressed interest in the Old Town Yard.

If the Town were to offer the Old Town Yard for lease, fewer developers would respond to the RFP, leaving the community with fewer development proposals to consider and benefit from. Rather than offering a disposition arrangement that dwindles the community's options, the Town should attempt to spark creative, imaginative, exciting, and competitive proposals from as many interested developers as possible.

5. Town's Competency as Lessor/Landlord: The Town does not in any other current arrangement ground lease its land. Doing so falls outside the Town government's experience and competency. Further, under a lease scenario, even if the government were capable of acting as a responsible and diligent lessor, and even though the Town would leave primary management of the development to the developer/lessee, the Town would inevitably bear certain legal and administrative burdens and demands on staff time. These burdens and demands would not exist under a sale scenario.
6. Town's Legal Liability as Ground Lessor: As lessor under a lease arrangement, the Town would be subject to potential tort, lender, personal, accident, general, and environmental liabilities. For example, the Town may have legal exposure relating to construction and maintenance personal injuries, property management disputes, train-related accidents, etc. This exposure would exist, notwithstanding the fact that the Town would not be acting as manager or landlord of the development, largely because of the public access component of the development.

To address the Town's liability as lessor, the Town would need to obtain additional insurance coverage at an additional cost. According to the Town's Purchasing Agent, based on conversations with the Town's insurers, additional

insurance would be necessary under a lease scenario even if the lease agreement required the developer/lessee to add the Town as an additional insured under the developer/lessee's insurance.

Further, in managing the liabilities associated with its role as lessor, and in responding to litigation and potential litigation connected to those liabilities, the Town would bear not insignificant administrative costs in the form of time devoted by the Town Counsel, the Purchasing Agent, and the Town Manager's Office. Under a sale scenario, as the former owner of the Old Town Yard, the Town would only be subject to potential environmental liabilities.

7. Subrogation of Town's Interest to Lender's Interests: Under a lease scenario, in providing a developer financing for the ground lease or the land development, a lender may require a developer to enter into a subordinated ground lease. In this situation, the Town's interests could be subordinated to the interests of a lender in the event of the developer's loan default or bankruptcy. The effect is that the Town could have to "wait in line" behind a lender to recover from a defaulting or bankrupt developer/lessee.
8. Prevailing Wage: The development may trigger, to some extent, a state-mandated obligation that the developer pay "prevailing wages" to the labor used to construct the redevelopment. When applicable, the prevailing wage law has the effect of increasing development costs by between 30-40 percent.

M.G.L. Ch. 149 §§ 26, 27 require the Department of Labor and Workforce Development to set hourly wage rates to laborers employed in the construction of "*public works*" undertaken by a "*public entity*." Both of these legal terms require separate analysis.

Public Works – Under a sale scenario, the prevailing wage would almost certainly apply to improvements to public ways and public parking lots. Under a lease scenario, where the Town retains ownership of the land, it is possible that the prevailing wage would *also* apply to the other components of the redevelopment. For example, with a lease, a privately built and maintained performing arts center or other public access amenities might qualify as "public works" triggering the prevailing wage.²

² Per DLS Opinion PW 2015-12-22-15, "[t]he prevailing wage statute does not define 'public works'[,] yet the term can be reasonably interpreted using the definitions provided in the dictionary and by looking to how the federal government defines the work covered by the federal version of the Prevailing Wage Law known as the Davis-Bacon." At its core, the term covers the construction, alteration, or maintenance of public buildings, monuments, and infrastructure intended for public use or enjoyment. According to the Massachusetts Appeals Court, "[t]he core concept of 'public works', in Massachusetts and elsewhere, is commonly expressed as involving the creation of public improvements having a nexus to land, such as a

The Massachusetts Supreme Judicial Court uses a “totality of the circumstances” analysis in deciding where prevailing wage applies to works in development with both public and private components. Consistent with this approach, the Department of Labor Standards (DLS) relies on six factors to determine the applicability of prevailing wage: (1) whether the property involved is owned by a public entity; (2) whether the structure is owned by the public entity; (3) whether any public funds will be used to cover the construction costs; (4) whether the structure will be used for a public purpose and be operated and maintained by the public entity; (5) the degree of control the public entity maintains over the design and construction process (including approval of plans, oversight of construction, approval of requisitions for payment); and (6) any other relevant factors (including Town staff time consumed through the construction of the work).

Under a lease scenario, factors 1, 5, and 6 may suggest an increased applicability of the prevailing wage to the Old Town Yard redevelopment: Per factor 1, the leased Town Yard would be owned by the Town. Per factor 5, through a detailed RFP and lease agreement, the Town would, to a certain extent, prescribe what should be built on its land; development would logically flow from the Town’s prescriptions, rendering the Town unlike a disinterested landlord. Per factor 6, if, under a lease scenario, Town staff commits a certain quantum of time to oversight and maintenance of the property during or after construction, prevailing wage may be more likely to apply.

Public Entity – If construction is classified as a “public work,” the question is then whether the work is being done by a public entity (i.e., the Town and not the developer). In considering the totality of the circumstances, DLS has found that some projects are constructed by a “public entity” even where the public entity is not footing the bill. See PW 2016-3-30-16. DLS considers all relevant factors bearing on this issue, including: (a) who owns the property; (b) who will control it; (c) who will manage it; and (d) whether the facility will be of a specialized nature that would render it unsuitable for another commercial purpose without significant renovations. Like the question of whether construction is a “public work,” a lease arrangement may suggest an increased applicability of prevailing wage to the Old Town Yard redevelopment: Per factor (a), the Town would own the property. Per factor (b), the lease agreement may infringe on the developer’s degree of control and vest control with the Town. Per factor (c), the Town’s role as lessor may render it a land manager in certain respects now or in future decades. And per factor (d), certain public access facilities like a performing arts

building, road, sewerage or waterworks facility, bridge, or park.” Perlera v. Vining Disposal Service, Inc., 47 Mass. App. Ct. 491 (1999).

space may be specialized to the point where significant renovations would be necessary for conversion to a purely private use.³

Bottom Line – Notwithstanding the potential effect of a lease arrangement on the resolution of these factors, the method of disposition will likely have a minimal impact on the ultimate applicability of prevailing wage. However, while the method of disposition is not a decisive factor in determining the degree to which prevailing wage will apply, the risk of its application may be lower under a sale scenario. This reduction in the risk of applicability is significant because the cost inflation triggered by prevailing wage may result in either fewer development proposals or development proposals that fail to achieve all of the community’s planning objectives due to financial imperatives.

9. Underinvestment By Lessee: Under a lease scenario, where the developer/lessee’s control of the land would be time-limited, the developer/lessee may have reduced incentive to invest in the property towards the end of the lease term. Further, a developer/lessee may face challenges to financing capital investments towards the end of the lease term.

While underinvestment in property is not unique to lessees, for land *owners* can also neglect necessary investment, the risk of underinvestment is greater under a lease scenario as compared to sale scenario because, with a lease, the developer either knows the lease will expire or may be uncertain whether the lease will be extended. A possible consequence of this uncertainty is that a developer will not make capital investments necessary to maintaining a market-responsive development. Given the pace of technological advances (e.g., high-speed rail and autonomous vehicles) and resulting changes to land use planning, as well as the normal evolution in the habits and needs of consumers, we want a developer to make the investments needed to keep the development current, relevant, and vital.

10. Town Control in Sale Arrangement: A lease arrangement would provide the Town with long-term control of the land. However, under a sale scenario, the community would still exert meaningful control over the development through the RFP selection process, the land disposition agreement executed by the Town and the developer, and, moving forward, through the design guidelines, zoning, and the normal project-specific permitting process. Therefore, while a sale of the land leaves the Town with less control than it would have under a lease of the land, and while the control afforded the Town under the terms of a land disposition

³ A lease arrangement could also weigh on other factors deemed relevant by DLS in its analysis: whether any public entities are parties or guarantors of the construction contract; whether the project is privately or publicly funded; the degree of control which the public lessor retains over the design and construction process; whether the lessor is required to approve any requisitions for payment; the length of the proposed lease; the terms of any options to purchase the property at the end of the leased period; and whether any portion of the lease payments are allocated to cover the cost of construction. See PW2015- 12-22-15.

agreement will decrease over time, the Town would nonetheless be able to exercise meaningful control of sold land.

11. End-of-Lease Risk: Under a lease arrangement, the Town would retain long-term control of the land and, at the end of the lease term, have maximum flexibility to control further redevelopment. However, with this control comes risk: if the land were to become vacant or otherwise unused at the end of the lease term, the Town may be subject to operational and financial burdens.
12. Impediments to Financing: Because a lease scenario is inherently more complex than a sale scenario, and because the Town would likely need to impose conditions to remedy the above-described negative aspects of leasing, the developer's financing under a lease scenario would be more difficult to obtain compared to the financing under a sale scenario.

In the words of one experienced real estate developer, the Old Town Yard is not a “slam dunk” investment given its relatively small size, its distance from Main Street, the challenging topography, and the fact that “Andover is not Newton or Brookline.” Given these circumstances, subjecting developers to the challenges of financing under a lease scenario might result in fewer proposals or less ambitious proposals.

Further, given that a recession is likely on the horizon, slowing the progress of this redevelopment through a complex financing process presents market-oriented risks. The Town's interests, fiscal and otherwise, are served by expeditious selection of a developer, financing of the development, construction, and activation of the new properties.

Based on these factors, we concluded that, while leasing provides the Town a theoretical option to control redevelopment in 100 years (i.e., after the 99-year lease term), leasing also presents challenges that would render the development on the land, which the Town will live with for 99 years, an inferior product compared to what the Town would see under a sale scenario. Put differently, leasing the land gives the community a sub-optimal development for the next 99 years for the speculative benefit of potential development in 100 years. This land is too valuable to compromise the quality of the development that will define the community for a century.

IV. Next Steps and Future Process

I respectfully suggest that the Select Board, in consideration of this recommendation, vote to endorse that the RFP, land disposition agreement, and Special Town Meeting warrant articles be based on a sale of the Old Town Yard.

Over the past two weeks, the HMD Task Force and the Planning Board have both considered the essential substance of this recommendation and both voted to endorse a sale of the Old Town Yard. The Finance Committee has also received a presentation regarding this matter as it brings itself up-to-speed in anticipation of a town meeting. The Select Board will have the opportunity at its October 28th meeting to publicly discuss this recommendation and the issues raised in it.

I look forward to continued discussion of this matter. Thank you, as always, for your leadership and support.

VOTE OF THE SELECT BOARD

I, the Clerk of the Select Board of the Town of Andover, Massachusetts, certify that at a meeting of the board held _____, 20__, of which meeting all members of the board were duly notified and at which a quorum was present, the following voted were unanimously passed, all of which appears upon the official record of the board in my custody:

Voted: that the maximum useful life of the departmental equipment listed below to be financed with the proceeds of a borrowing authorized by the votes of the Town passed April 30, 2018 is hereby determined pursuant to G.L. c.44, §7(1) to be as follows:

<u>Purpose</u>	<u>Borrowing Amount</u>	<u>Maximum Useful Life</u>
Mack Dump Truck	\$170,000	10 Years
Mack RD690 Dump Truck	\$210,000	10 Years
Mack RD690P Dump Truck	\$175,000	10 Years

Voted: that the maximum useful life of the departmental equipment listed below to be financed with the proceeds of a borrowing authorized by the votes of the Town passed April 30, 2019 is hereby determined pursuant to G.L. c.44, §7(1) to be as follows:

<u>Purpose</u>	<u>Borrowing Amount</u>	<u>Maximum Useful Life</u>
DPW Vehicle - Loader	\$180,000	10 Years
DPW Vehicle - Sweeper	\$200,000	5 Years

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located, or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the subject matter of this vote were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Dated: _____, 20__

Clerk of the Select Board



2020 Census Complete Count Committee

Committee Charge

The Andover 2020 Census Complete Count Committee shall be charged with helping to increase the Andover response rate to the 2020 decennial census by raising public awareness about census operations, educating residents on the confidentiality of census responses, and by motivating all residents to participate in the census.

The committee may engage in the following non-exclusive list of activities:

- i. Media briefings
- ii. Public information sessions
- iii. Outreach to particular groups such as seniors, youth, and faith communities
- iv. Advising town government on how to encourage resident response to the census
- v. Dissemination of information via social media
- vi. Advising the census bureau of local events at which census information can be shared

The committee shall have completed its work at the conclusion of the 2020 census counting. The committee will be comprised of the following persons and will be chaired by the Town Clerk:

- Town Clerk
- Board of Registrars Liaison
- Select Board Liaison
- Council on Aging Liaison
- Memorial Hall Library Representative
- School Department Representative
- Business Community Representative
- Religious Community Representative
- League of Women Voters Representative
- Merrimack College Representative
- AHS Student
- Two At-Large Residents

**Select Board
Minutes of September 10, 2019
Regular Session**

I. Call to Order

Chairperson Laura Gregory called the meeting of the Select Board to order at 7:00 P.M. in the 2nd Floor Conference Room located at Town Offices. Present from the Select Board: Alex Vispoli, Dan Koh, Annie Gilbert, Chris Huntress, and Laura Gregory.

Others in Attendance: Town Manager Andrew Flanagan, Deputy Town Manager Michael Lindstrom, Town Counsel Tom Urbelis, and Town Clerk Austin Simko. The meeting was duly posted and cablecast live.

II. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

The meeting began with a Moment of Silence followed by a Salute to the Flag.

III. Regular Business of the Board

A. Communications

The Town Manager made the following announcements:

- the 9/11 Ceremony will be held on Wednesday in front of Town Offices at 8:30 A.M.
- Road Restoration of 19.6 miles of roadway from the Sept 13th Columbia Gas crisis has begun. Residents can view information on streets/dates by logging onto www.andoverma.gov/restore.
- Friday, September 13th a Community Gathering will be held in front of Old Town Hall between 3-6 P.M. to recognize the first anniversary of the Columbia Gas crisis.
- Parking Ambassadors will be on hand to assist with using the new downtown parking meters (Pay by Plate) that are soon going into effect.
- Acknowledged Patrick Lawlor for his work with the Annual Report which is available online on the Town's website at www.andoverma.gov/document.
- Andover Days has been rescheduled to Sunday, September 22nd.

Andover's Health Director, Tom Carbone provided an update on the Triple E threat which is at a high-risk level for Andover and shared recommendations from the State Dept. of Public Health to follow. The Board complimented the Health Department Team for their work and the presentation by the two mosquito experts from the State.

Town Clerk Austin Simko reported that the first meeting of the Town Governance Study Committee will be held on Wednesday, September 25th at 7:00 PM in the second floor conference room at Town Offices to review their charge, elect a Vice Chair and a Clerk, and set up future meetings.

Dan Koh recognized Mike Lindstrom who has been very responsive to emails and calls from residents regarding the Triple E alert.

Alex Vispoli announced that The Andover Select Board will have a table at Andover Days. He also asked that Tom Hartwell, a member of the Retirement Board appointed by the Select Board, be placed on a future Board agenda for a presentation on revenue and expenditures. Laura Gregory would like to include the Town Accountant on the agenda to provide an update on the Retirement Report.

IV. Citizen Petitions and Presentation: None

V. Public Hearing

A. National Grid Pole Petition

Annie Gilbert moved to approve a petition of NGRID for permission to install (1) SO pole on Andover Street beginning at a point approximately 300 feet east of the centerline of the intersection of Andover Street and Dascomb Road and containing approximately 30 feet in a southeast direction. Installing (1) new pole 7600 between pole 7602 and pole 2650 on the south side of the road approximately 6 feet behind the guardrail and for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes. The motion was seconded by Dan Koh and voted 5-0 to approve.

B. Columbia Gas Hidden Road/Lantern Lane

The Town Manager said the Town Engineering has approved all three petitions, (Hidden Road, Charlotte Drive, High Plain Road), as they are part of the road restoration program. This is the first of three petitions.

Columbia Gas is requesting permission to excavate for purposes of replacing and /or extending its mains according to submitted blueprints hereto annexed and made a part of this petition to make the necessary house connections along said extensions along said extensions to replace approximately 2300 feet of cast iron and bare steel gas main in Andover. The project scope includes Hidden Road (from South Main Street to Lantern Lane), Gardner Avenue, and Forbes Street (from Hidden Road to Karlton Circle.

Discussion

Chris Huntress is disappointed with the new applications coming forward from Columbia Gas and expected to see a detailed presentation on the safety procedures that have been put in place since the Sept 13 gas explosion. We have yet to receive an overview of the safety procedures which were promised.

The Board wants to understand the full impact of each project and asked many questions of the Columbia Gas Representative on safety procedures and shared what their expectations are.

C. Petition of Columbia Gas to excavate for purposes of replacing and or extending its mains on Charlotte Drive according to the blue prints hereto annexed and made a part of their petition to make the necessary house connections along said extensions as follows: to install approximately 40 feet of 4" PHIP gas main on Charlotte Drive from the end of the existing gas main towards 15 Charlotte Drive in order to install a new gas service to the requested meter location at 15 Charlotte Drive.

D. Petition of Columbia Gas for permission to excavate for purposes of replacing and or extending its mains according to the blue prints hereto annexed and made a part of their petition to make the necessary house connections along said extensions as follows: To excavate approximately 2800 feet on High Plain Road from Beacon to 79 High Plain Road and 1,000 feet on Virginia Road and Shirley Road for the purpose of replacing in order to retire the Andover low pressure system. All existing gas services within the project scope will be tied into the new plastic high pressure main. As part of the project, the low-pressure gas regulator vault across from 185 Lowell Street and redundant gas main on Beacon Street (390' of 16" ST-LP) and Lowell Street (66a5 of 6" CI-LP) will be retired.

The Board continued to address their concerns of safety procedures and agreed to reschedule the Hearings for the above petitions by Columbia Gas to September 24, 2019. The representative from Columbia Gas said they will attend and provide a presentation on the safety procedures put in place.

The Hearing was opened up to the public for comment and questions about the Columbia Gas projects.

High Plain Road Residents want to know how long the project will take, are concerned about replacing low pressure mains with high pressure mains, inspections of the pipes between the street and house(s), communication, and the close proximity of the school (traffic).

Columbia Gas estimates the project will start within 2-3 weeks after the Board's approval and take 60-70 days to complete (for length of High Plain Road) which includes days for inclement weather. CG has received permission from the DPW to replace the mains, and CG has an approved restoration method for all projects. As part of that replacement they will not upgrade the main line, they will replace that service with a new line and will coordinate with the customers to pick the best location at CG's expense. The Town Manger will coordinate the schedule for High Plain Road with the School Department.

Inspectors will be on site to answer questions, work will include saw-cutting the road, and noise during excavation. CG will work with residents to coordinate work schedule.

The Select Board determined to hold on the above hearings until Columbia Gas provides a presentation on safety procedures at the next Board meeting on September 24, 2019.

Motions:

Alex Vispoli moved to continue the Public Hearing for the Hidden Road to 8:00 PM on September 24, 2019. Motion seconded by Dan Koh. Motion approved 5-0.

Alex Vispoli moved to continue the Public Hearing for the Charlotte Drive to 8:00 PM on September 24, 2019. Motion seconded by Annie Gilbert. Motion approved 5-0.

Alex Vispoli moved to continue the Public Hearing for High Plain Road o 8:00 PM on September 24, 2019. Motion seconded by Annie Gilbert. Motion approved 5-0.

E. Liquor License Hearing (Oak & Iron Brewing Co)

Chris Huntress moved to approve the application of Oak & Iron Brewing Company, Inc. for a change of officers/directors, change of ownership interest, transfer of stock, and a change of manager to its Farmer Series Pouring Permit Malt Beverage License at 18 Red Spring Road, Andover, MA and further moved to approve James Cass, 15 Great Lake Lane, North Andover, MA as the designated manager, subject to the conditions that all other requirements of the Town are met prior to the issuance of the license. The motion was seconded by Dan Koh and voted 4-0 to approve. (Annie recused herself).

Christ Huntress moved to approve the application of OAK & Iron Brewing Company, Inc. for a change of hours to allow pouring on Saturday and Sunday starting at 10:30 a.m. under it Farmer Series Pouring Permit Malt Beverage License at 18 Red Spring Road, Andover, MA, subject to the condition that all other requirements of the Town are met prior to issuance of the license. The motion was seconded by Dan Koh and voted 4-0 to approve.

F. Liquor License Hearing (LaFina)

Alex Vispoli moved to approve the application of Andover Restaurant Group, LLC, d/b/a/ LaFina, 7 Bernard Street, Andover, MA, for an All Alcohol Restaurant Alcoholic Beverage License at 27i Main Street, Andover, MA, and for the appointment of Paul LaRosa, 127 Locust Street, Danvers, MA, as designated Manager, subject to the condition that all other requirements of the Town are met prior to issuance. The motion was seconded by Dan Koh and voted 5-0 to approve.

Alex Vispoli moved that the Board find that the application of Andover Restaurant Group LLC, d/b/a LaFina for an All Alcohol Restaurant Alcoholic Beverage License at 27 Main Street, Andover is not detrimental to the educational and spiritual activities of the Saint Augustine School at 26 Central Street, the Free Christian Church at 31 Elm Street, the Andover Baptist Church at 7 Central Street, and the Christ Church at 29 Central Street, Andover. The motion was seconded by Chris Huntress and voted 5-0 to approve.

G. Liquor License Hearing (Prayosha)

Dan Koh moved to approve the application of Prayosha 108 Corporation d/b/a Andover Spa, 9 Elm Street, Andover, for a change of officers/directors and a change of stock interest to its Retail Package All Alcoholic Beverage License at 9 Elm Street, Andover, subject to the condition that all other requirements of the Town are met prior to issuance. The motion was seconded by Alex Vispoli and voted 4-0 to approve. (Annie Gilbert recused herself).

H. Liquor License Hearing (Andover Country Club)

Alex Vispoli moved to approve the application of Andover Country Club, Inc. 60 Canterbury Street, Andover, for extended pouring hours on New Year's Eve and that alcoholic beverages may be poured until 1:30 A.M. on Wednesday, January 1, 2020, provided that all patrons are off of the premises by 2:00 A.M. on Wednesday, January 1, 2020, subject to the condition that all other requirements of the Town are met prior to issuances. The motion was seconded by Dan Koh and voted 5-0 to approve.

VI. Regular Business of the Board

A. Bertucci's Restaurants, LLC Liquor License Change in Manager

Alex Vispoli moved to approve the application of Bertucci's Restaurant, LLC, d/b/a Bertucci's, for a Change of Manager on its Wine & Malt Restaurant Alcoholic Beverage License at 90 Main Street, Andover; the new Manager to be Mary McGraw of 30 Magnolia Avenue, Haverhill, Massachusetts, subject to the condition that all other requirements of the Town are met prior to issuance of the license. The motion was seconded by Dan Koh and voted 5-0 to approve.

B. 311 and Citizen Response Management Function

The Town Manager provided an update of the Citizen Response System (CRS) which is an adopted goal of his and the Board. The CRS provides a one-stop shopping experience for residents via a Centralized System with one place to call, one place to submit a request a service, file a complaint, etc. Patrick Lawlor has led this effort. They have conducted a soft launch and will begin to fully launch the system next week.

Patrick Lawlor provided an overview of the aspects of the Centralized System with a recently adopted goal to launch the objective for developing a tool that integrates all of our software programs and which will create a layer that will integrate everything for a clean 'face'. The Project Team researched other communities who are using the project, conducted an internal kickoff and demonstration for Andover Staff followed by a day long training session for all departments and drop-in participants, resulting in a soft launch for staff. A Resident Focus Group of 15 participants also participated and were incredible helpful. The branding selected for the application is Andover Central (one stop shopping) the digital service hub for residents to submit requests for service that are geo-based, managed and trackable with the 311 – Non-emergency customer service phone lines and ability to activate after hours or during emergencies.

www.AndoverMa.gov/311

Next steps: Publicly launch AndoverMa.gov/311, integrate it with the Public Works Request software, include the 311 function internally with school and town employees, Integrate with public works request software

Laura Gregory asked how non-Verizon users access the information. Patrick said they are exploring other cellphone users; in the meantime residents can call 1-978 623-8311.

VII. Consent Agenda:

Annie Gilbert moved for the Board to approve the appointment of John Gardner as printed in Consent Agenda and recommended by Town Clerk. The motion was seconded by Chris Huntress and voted 5-0 to approve.

Department	Name	Position	Rate/Term	Date of Hire
Town Clerk's Office	John Gardner	Pollworker	\$9.25/hour	9/10/19

A. Appointments by the Town Manager

Annie Gilbert moved to approve the appointments by the Town Manager as printed. Chris Huntress seconded the motion. Motion approved 5-0.

Andrew said that Kathryn Farina, is moving up from the Planning Department to the Town Manager's Office, and has been a critical member of the team for quite a while.

Department	Name	Position	Rate/Term	Date of Hire
Planning Board - 5 yr Term	Rocky Leavitt (Joan Duff)	Full Member	Term Expires 6/30/24	9/10/19
Planning Board-5 yr Term	Morgan von Prelle Pecelli (Rocky Leavitt)	Associate Member	Term Expires 6/30/24	9/10/19
Town Manager's Office	Kathryn Forina (Tonia Magras)	Executive Assistant to the Town Manager	\$76,000.00/yr	9/9/19
Facilities	Brian Vining (Joseph S rosso)	Carpenter	\$65,383/yr	9/30/19
Facilities	Larry Johnson (Wayne Bellair)	Carpenter	\$64,111/yr	9/30/19
Department of Public Works	Joseph Thompson (Scott Silva)	Water Meter Reader	\$54,616.34/yr	9/11/19
Memorial Hall Library	Andrew Halloran (Juliana Harrer)	Library Page	\$10.00/hour	9/16/19

Community Services -Recreation	Debra DiCenso	Kid Care Director	\$28.00/hour	8/28/19
Community Services -Recreation	Amanda Sanzo	Kid Care Director	\$24.00/hour	8/28/19
Community Services -Recreation	Jennifer Defrancesco	Kid Care Assistant Director	\$19.00/hour	8/28/19
Community Services -Recreation	Julianna Barbaro	Kid Care Rec Counselor	\$11.25/hour	8/28/19
Community Services -Recreation	Imani Psychic	Kid Care Rec Counselor	\$12.00/hour	8/28/19
Community Services -Recreation	Lorena Menniti	Kid Care Assistant Director	\$20.00/hour	8/28/19
Community Services -Recreation	Anthony DiCenso	Kid Care Assistant Group Leader 1	\$12.25/hour	8/28/19
Community Services -Recreation	Jeffrey Modlish	Kid Care Group Leader	\$15.75/hour	8/28/19
Community Services -Recreation	Amanda Ott	Kid Care Assistant Group Leader 1	\$12.00/hour	8/28/19
Community Services -Recreation	Alexander Weinreb	Warrior Football/ Baseball Coach	\$11.25/hour	8/26/19
Community Services - Recreation	Ashley Smith	Goals for Girls Counselor	\$11.25/hour	8/28/19
Community Services -Youth Services	Henry Dao	Seasonal	\$12.00/hour	9/4/19
Community Services -Youth Services	Maude Focke	Seasonal	\$12.00/hour	9/4/19
Community Services -Youth Services	Jyles Amirault	Seasonal	\$12.00/hour	9/4/19
Community Services - Youth Services	Jaden Johnson	Seasonal	\$12.00/hour	9/4/19
Community Services - Youth Services	Elias Maita	Seasonal	\$12.00/hour	9/4/19
Community Services - Youth Services	Jasmine Meade	Seasonal	\$12.00/hour	9/4/19
Community Services - Youth Services	Lillian Jagger	Seasonal	\$12.00/hour	9/4/19
Community Services - Youth Services	Isabel Zhou	Seasonal	\$12.00/hour	9/4/19
Community Services - Youth Services	Hanna Reagan	Seasonal	\$12.00/hour	9/4/19

VIII. Approval of Minutes

On a motion by Alex Vispoli and seconded by Annie Gilbert, the Board voted 4-0-1 to approve the August 12, 2109 Minutes as presented. Chris Huntress abstained.

IX. Adjourn

At 8:50 P.M. on a motion by Dan Koh and seconded by Chris Huntress, the Select Board adjourned from the Regular Meeting of September 10, 2019.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary